

**Andrew's Episcopal Church
Elyria, OH**

Vestry Meeting Minutes April 10, 2024

Present: Rev. June Hardy Dorsey, Karen Hahn, Allison Harris, Amy Kellogg, Judi Hudnutt, Kathy Kerber, Amanda Nagy, Jon Quisenberry, Hans VanWormer, Doug Skladan-Treasurer, Jane McDonald-Assistant Treasurer

Excused: Lindsey Varga

Open Prayer – Rev. June

Call to order: 7:10

Judi Hudnutt moved to accept the Vestry minutes for March 13, seconded by Kathy Kerber; motion passed.

Treasurer's Report/Finance Report - Doug Skladan

See attached

Hans VanWormer moved to accept financial reports for March 2024 for audit, seconded by Judi Hudnutt; motion passed.

Rector's Report - Rev. June Hardy-Dorsey

See attached. Highlights include:

- Holy week had momentum and robustness of services and offerings. Attendance for Palm Sunday, which included a visit from Bishop Anne B. Jolly, was 114 and Easter was 135.
- A highlight was the Noonday, Good Friday services which was well attended and included community members.
- Bishop Jolly will be visiting with the Vestry at our Retreat on April 20.
- A task force is being formed to revisit the Strategic Plan that was adopted in 2019 and will begin meeting in May.
- Going forward, Wardens or their designee will be the person to sign the contracts for building use.

Senior Warden Report – Kathy Kerber

See attached

Junior Warden Report - Hans VanWormer

See Attached

Commission Reports

Worship - We now have a full rotation of worship leaders who are scheduled quarterly.

RMC – See report attached

CDC – See report attached

Youth – See report attached

New Business

Kathy Kerber made a motion to approve a donation of \$50,000 to Neighborhood Alliance Million Dollar Match Capital Campaign for the Elyria YMCA Restoration Project which follows the recommendation of the Wasserman Task Group to fund Community Outreach projects which will have a large impact, seconded by Hans VanWormer; discussion followed, motion passed.

Kathy Kerber made a motion to transfer \$50,000 from the Wassermann Outreach Fund to Huntington checking to be used to fund the donation to Neighborhood Alliance, seconded by Hans VanWormer, motion passed.

Hans VanWormer made a motion to approve tuition costs to the College of Congregational Development Event for up to 3 people at \$800 p/p from the Wassermann Inreach/Outreach JIF account, seconded by Kathy Kerber, discussion followed.

Hans VanWormer amended his motion to fund the tuition from Inreach/Outreach – Other, account #20110, seconded by Kathy Kerber, motion passed.

Kathy Kerber made a motion to purchase BCP/Hymnal Combinations with name engraved for the 6 confirmands at a cost of approximately \$600 total using Formation account #50410, seconded by Karen Hahn, discussion followed; motion passed.

Hans VanWormer made a motion to approve use of LCCC Designated Funds, Community College/Comm Outreach account #20116 totalling \$7910.29 for Spark Camp this summer which was held over from the previous year, seconded by Judi Hudnutt, discussion followed noting the South side Elyria community will be a target for participation and scholarships will be available; motion passed.

Judi Hudnut made a motion to fund SPARK expenses up to an additional \$1500 for expenses exceeding the Designated Funds of \$7910.29 including food using the Youth or Children Projects account #20149, seconded by Kathy Kerber, discussion followed; motion passed.

Judi Hudnut made a motion to approve funds for General Convention and Pilgrimage in June for youth and chaperones for \$350 p/p for up to 6 people using the Youth or Children Projects account #20149, seconded by Allison Harris, discussion followed; motion passed.

St. Andrew's Vestry Meeting Minutes
April 10, 2024
Page 3

Closing Prayer – Amy Kellogg

Hans VanWormer moved to adjourn, seconded by Judi Hudnutt; motion passed

Next Vestry meeting, May 8, 2024, 7pm on Zoom

Respectfully submitted,
Michelle VanWormer
Vestry Clerk 2024

Rector's Report to Vestry 4-10-24

Worship

Holy Week 2024 was engaging and well-attended. Beginning with Palm Sunday when Bishop Anne B. Jolly visited for the Episcopal Visitation, offering Baptism, Confirmation and Reaffirmation, through the Triduum and Easter Day, many parishioners worked to offer leadership and support for the 6 worship services. Attendance was as follows: 114 at Palm Sunday, 30 at Maundy Thursday, 44 in person and 7 on Zoom on Good Friday, 5 from St. Andrew's at the Easter Vigil at Christ Church and , 125 on Easter Day. Notable for Easter Day were many more visitors than in previous years. Those who usually attend the 8:30 am worship service attended the joint service at 10:30 am on Palm Sunday and Easter Day. I am grateful for all who helped plan, lead and served in these significant services in our liturgical year.

Looking Ahead in Worship April 7 is the Sunday closest to the Solar Eclipse and we will use Eucharistic Prayer C and prayers creation. Blake Furcon from the Urban League will be our preacher on April 14 at all three services. Youth-led worship will take place on May 5 at the 10:30 am service. Pentecost Sunday is May 19 and the current plan is to have one service at 10:30 am on that day. We will continue to use the Enriching Our Worship liturgy for the primary liturgy for all services through Pentecost, with exceptions as indicated.

Worship Leaders we now have a full rotation of worship leaders who are scheduled quarterly. The Diocesan licensing process is in transition and St. Andrew's leaders will be registered once we receive instructions as to how to complete that process.

Joint Vestry Retreat April 19-20, 2024

An invitation went out last week for those who would like to spend the night on Friday night. The basic retreat schedule is as follows. Please make every effort to attend.

Friday, April 19 (optional for all participants)

3:00 p.m.	Arrival, check-in, free time
6:00 p.m.	Dinner
7:00 p.m.	Relationship-building/get-to-know-you/mission-oriented session
8:30 p.m.	Compline

Saturday, April 20

8:00 a.m.	Breakfast (for overnight participants only)
9:00 a.m.	Morning Prayer (Everyone)
9:30 a.m.	Session I: Unapologetically Episcopalian (Andy McQuery, Christ Church)
10:15 a.m.	Break
10:30 a.m.	Session II: What is a Vestry?

	Lay & Clergy Leaders Together as Mark of Episcopal Identity (June Hardy Dorsey, St. Andrew's)
11:15 a.m.	Session III: Beyond the Red Doors: Being Church in the World (Alex Barton, Redeemer)
Noon	Lunch & Free Time
1:00 p.m.	The Episcopal Church in Lorain County: Panel, Q&A, and/or facilitated table conversations about how we could do more together.
1:45 p.m.	Break
2:00 p.m.	Vestry Meetings for Christ Church and Redeemer St. Andrew's to go to Margaret D'Anieri's Retirement Party

Margaret D'Anieri's retirement celebration starts at 2 and runs until 5. Everyone is encouraged to go to the party when Vestry meetings are concluded.

Strategic Plan Next Steps St. Andrew's Strategic Plan was adopted in 2019 and despite the unprecedented events of the past five years, much of the plan has been implemented. I have asked Doug Skladan to serve as facilitator of a task group that I will appoint to begin work in May to revisit the plan using data collected from the parish in the Wassermann Town Hall Meetings and Parish-wide Retreat last summer as well as a simple survey that will go out later this month. The task group will examine the 2019 plan and make recommendations for updating it. The updated plan will be presented to the Vestry in late summer or early fall and the Vestry's recommendation about the plan will be shared with the parish. Information from the College of Congregational Development will be integrated with the Strategic Plan to guide St. Andrew's on mission and in ministry as we move forward. Please let me know if you feel called to serve on the Strategic Plan Task Group and hold the work of this group in your prayers.

Building Use Contract was approved by the Vestry at the March meeting. One of the Wardens or their designee will be the person to sign the contracts, moving forward.

Rector's Vacation, Professional Development and Continuing Education

Vacation – April 5, 9 and 12

"Step up to Supervision" Professional Development at Bellwether April 10-11

Diocesan Clergy Conference May 21-23

General Convention Intergenerational Pilgrimage June 22-28

(Tentative) Contemplative Quiet Retreat at Jesuit Retreat Center July 5- 12 or July 12-19

(Tentative) Vacation- July 1 – 11 (9 days including 1 Sunday)

(Tentative) College of Congregational Development Aug. 11-16

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Respectfully submitted,

The Rev. June Hardy Dorsey, Rector. 4-3-24

Finance Report for March, 2024 by Doug Skladan - Treasurer

The purpose of this report is to provide some clarity and identify significant changes or transactions affecting this month's financials and Cash Flow. Some comparisons to 2023 are provided for the 1st quarter.

Statement of Revenue and Expense by Budget

Revenue

40100 Pledge Income – The income was slightly over budget for the month and about \$15,000 for the quarter. We are ahead of last year by \$1,269.

40200 Non-Pledge, Plate – Contributions for the first quarter are \$\$6,966 and \$5,299 over last year.

40300 Special Offerings – We received \$1,655 of offerings for Easter.

Total Operating Income - *\$25,734 vs a budget of \$21,659. YTD is \$89,447 compared to a budget of \$64,978 and an actual \$76,834 in 2023.*

Expense

50120 Building and Grounds General – Emergency repair of boiler #1 by Esser for \$2,026. YTD Expenses are greater than last year by \$2,644.

Facilities – Expenses are higher by \$3,046 in 2024 due to Maintenance and Insurance cost.

Mission – Assessment and Outreach is higher than 2023 by \$3,299.

Office/Admin – Expenses for the month are near budget and the YTD is \$2,845 compared to \$2,724 in 2023.

50440 Parish Life – The month is \$1,294 due primarily for the bishop's brunch and Rector expense. The YTD is \$1,639 compared to the annual budget of \$1,180. Last year the YTD was \$687.

The total expenses were \$28,497 vs. budget of \$26,982 and the YTD is \$5,200 over budget. 2024 is \$10,453 greater than 2023.

March was almost a breakeven month and we have a surplus for the year of \$21,192 compared to \$12,060 in 2023.

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Statement of Financial Position

10020 Huntington Checking – The account increased by \$2,559 for a balance of \$112,906.

10025 Huntington Debit Card – Account balance is \$760. The month's activity was a transfer of \$300, Sam's \$110.44, Breeze SW \$72, Amazon supplies \$53.13, Home Depot cleaning supplies \$93.09, Sam's community meals \$147.85, Marcos Pizza game night \$114.19, transfer \$600, Sam's Easter brunch \$63.94, Espresso Bakery Easter brunch \$71.26, Giant eagle Comm meals \$17.47.

12110 JIF Restricted – Received \$8,764 of January and February interest.

20005 PayPal – \$226.84 was spent for the Freedge.

20142 Organ Restoration – Received \$2,100 in donations.

20161 FREEDGE – Donations of \$950 were received and there were \$226.84 of expenses leaving a balance of \$936.

21100 Rector Discretionary Fund – Received \$4,158 in donations and transferred \$2,000.

31900 JIF Money Market G. Wassermann Fund – Two months of interest of \$8,764 was allocated. Outreach Community 885, Outreach/Inreach \$1,329, Capital Projects \$3,009, and Reserve \$3,541.

Senior Warden Report
April 10, 2024 Vestry Meeting

Ohio EPA grant of \$4000 to help with costs of installation/implementation of water bottle filling stations signed.

CDC

1. Proposal to donate \$50, 000 of Wassermann Inreach/Outreach funds to Neighborhood Alliance million dollar match campaign to restore Elyria YMCA as a dynamic services hub
2. Game night participation is increasing with both parishioners as well as community. Discussion to expand on this outreach by forming a “drama club” that would offer intergenerational entertainment to parishioners and local community.
3. Pentecost Intergeneration Event- May 19. 12- 1pm. Lunch Pentecost themed activities

Parish Nursing

1. Participation is low. Mercy Hospital is re-evaluating their model.
2. Blood glucose testing equipment is also be upgraded.

RMC

Money Matters Workshop

April 28. 12:30 to 1:30 pm Location: Lounge. Lunch Provided.
Advertising plan to be implemented.

Safe Guarding Children Policy

Preliminary investigation is many churches do not have policies, just statements. Most literature is about why and not about best practices or evidence of effectiveness. The focus of committee will now turn to drafting a “best practice” for St. Andrew’s.

Jr. Warden Report
April 10, 2024

The new LED fixtures have been installed in the lower hallway and Gathering Space. This project came in \$20.00 under budget.

The Middle Ave. footer tile project has been completed and everything appears to be draining well. The rain over the last weeks allowed for the work to be put to the test. This project was budgeted for 6,000.00 and the final invoice was \$4,000.00.

The folks who use the kitchen alerted me to an issue with lack of hot water. I have been in contact with the plumber to ascertain what the issue is. We can manually call for Domestic hot water so it may just be a sensor. More to follow as we work to rectify this issue.

The EPA grant has been awarded to defray the cost of the installation of bottle fillers. I will be in contact with the plumber to get this project in the pipeline within the next month. This grant must be used by 03/30/2025 so I will have something for new business in May so we can get this project completed.

On 04/04/24, I spoke with James Leek and the organ project is moving along. He is hoping to have everything completed by first week of May. One of the 3 keyboards is installed and he thinks the console should be completed in the next week or so.

On March 15, I was alerted that Boiler #1 was "Locked Out". A reset was attempted but failed. Plumber was contacted and it was learned that the main gas/air mixing fan had failed thus shutting the boiler down. The part was replaced to get the boiler back on line at a cost of \$2,026.67.

The lighting for the Resurrection Window was not working. Everything in the electrical panel appeared to be in order so I was able to enlist the help of Chuck Reich and his drone to check the lights without climbing onto the roof. None of the bulbs were working so I obtained replacements and had the plumber's assistant hold the ladder and I was able to replace the old bulbs. The electrician was working in the building and he turned on the breaker and all the lights worked. This made for a moving conclusion to the Maundy Thursday evening service.

Respectfully,

Hans Van Wormer

RMC April Update

Year-round stewardship communications for parish. Updates on the following plans

1. Ask Jesse to create an infographic about increased costs and range to pledges:

Put in the Carillon (and a simpler version for the bulletin?). Jesse will get data about:

a. The impact of increased utilities, insurance etc. on the 2023 and 2024 budgets (so it is more transparent to the congregation). (Barb) Still working on this.

b. The range of pledges, revealing that many can only give a little. Use examples from the bible how many small gifts make a big difference? Jean: Still working on this.

2. Follow-up with our 7 new pledgers. What worked? Did we do anything to help? Report back what she learns, and we can decide what to do with the information. (Amanda) Status: Still working on this.

3. Post a monthly quote from the *Abundant Life* material in the Carillon. (Amanda) Status: Still working on this.

Old Business updates

1. Inventory of church contents as a reference in case of loss or damage.

Auditor asked for this and needed for insurance purposes. Last done in 2013, but videotape is missing.

Include the value of the window (see the booklet about the window).

Process: Two volunteers (one with camera, one facilitator)

Videotape all objects, equipment, furniture, appliances, vestments, etc.

Will need to coordinate with Altar Guild (to lay items out)

June will talk to Ben about getting the Youth Group involved.

If that doesn't work, put an ad in the Bulletin and Carillon:

Do you like to film things? St. Andrew's needs you to film EVERYTHING in the church!

Status: Unknown.

2. Grant updates

June has written a "Beloved community grant" (due March 1st). If granted, it will provide funding to pursue opportunities with the Urban League.

Money Matters Workshop

Here's the information I sent to Jesse and Myki to advertise it:

1. What: Money Matters Workshop

2. When: Sunday April 28, 2024, from 12:30 - 1:30pm i

3. Where: The Lounge

4. Lunch will be served (complimentary)

5. Registration deadline [_____]

This will be based on when we need to order the food. Amy is getting this from Ellen Otis.

6. Description of the workshop:

The Money Matters workshop will explain and clarify St. Andrew's finances in a lively and informative manner. We will review of expenses, where and how we receive income, describe our investments, and grants we have received, etc.

Whereas the Wasserman Bequest Task group recommended that \$ 100,000.00 of the funds be used for Outreach Community for a large impact in our community.

Whereas the vestry voted to approve in concept the Wasserman proposal that came out of the task groups work.

Whereas The Neighborhood Alliance is a service group that does have a large impact in our community and is a group that we have worked with previously and are in the midst of a capital improvement campaign to raise funds to repair and renovate 3 buildings into new service locations, one of which is the former YMCA in Elyria.

Whereas the Neighborhood Alliance has a matching donor that will match every \$ 3.00 donation with a \$ 1.00 donation (up to 1 million dollars).

Therefore, be it resolved that the Congregational Development Commission is requesting that St. Andrew's Vestry approve a donation of \$ 50,000.00 to the Neighborhood Alliance to be used for the renovation and repairs needed for the former YMCA facility in Elyria.

March 2024 Youth Report
By Ben Holcomb

Youth Meetings:

An average of three youth attended the regular youth meetings this month, which was an increase from last month.

Cub Scouts Update

The scouts celebrated their Blue and Gold Ceremony in our parish hall on March 9th. This is a very important day to the cubs, as it signifies the oldest and most advance cubs moving to their next journey in the Troop, formerly known as Boy Scouts.

Personal Interaction with Youth:

This month, I interacted with one middle schooler and their guardian. We spent time talking about their passions and the things they enjoy and how they are a gift from God.

Youth Restaurant Night Moved

The youth restaurant night was March 9th at Mulligan's in Avon. We had 8 people in total. It was a great time with good food and good conversation. This is something the youth would like to repeat.

Game Night

Game night was March 23rd, and we had a good mix of adults and teens. There were several groups playing several different games, as there was a lot to choose from. The teens and I had fun laying one game that involved a lot of teamwork. This is something the youth and adults both would like to do again.

Confirmation

I was confirmed! What a blessing that was. One of our youth was also confirmed, which was another blessing in itself. At the confirmation retreat, there were five or six teens from across the diocese that came to learn more about confirmation.

Youth Involvement in Holy Week

There was some youth involvement in Holy Week. Namely, we had a youth trio play for the Easter Service. We also had a few youth worship leaders throughout all of the services.